

Essex Building Committee

MEETING MINUTES

Wed June 13, 2016

Essex Town Hall Room B – 10:30 AM

Building Committee members in attendance:

Bruce Glowac  
Leigh Rankin  
Kelly Sterner

Other in attendance:

Tom Fitzgerald, Region 4 (Absent)  
Norman Needleman, First Selectman  
Darcy Roper, Land Use

Bruce Glowac called the meeting to order at 10:31 a.m.

**Approval of previous meeting minutes:**

***Kelly Sterner made a motion to approve the minutes of June 1, 2016, seconded by Leigh Rankin. Passed. Motion carried.***

**Old Business:**

- a. Land use offices/
- b. Office Partitions, Ruby Glass/Suburban – Bruce discussed the visit at Suburban to look at the sample office partitions set up. He thought that they were nice however, did not like the noise transmission at all. He would prefer to go with the glass partitions and hard walls. Suburban indicated it could be 6-8 weeks before they could be delivered. Ruby Glass indicated the glass partitions were going to be approximately 4-6 weeks. Bruce indicated that we will need a current cost estimate from Gary on the cost of the 6 walls. The Building Committee reviewed Gary's original estimate dated 2/1/16 to build the walls. Norman handed out the Suburban estimate that includes partitions and it came in at \$48,600 (minus

furniture). With the new filing system included it would be approximately \$73,000. They will get a more definitive answer from Allen at Suburban later today. The Building Committee compared both the glass office option and the modular units. Bruce will get to Gary to get us some progress billing up the end of next week so we know where we're at.

***Leigh Rankin made a motion to proceed with the construction of the hard walls and glass on the 6 shared walls with Riggio & Sons Contractors and to go with Ruby Glass for the glass fronts, seconded by Kelly Sterner. Passed. Motion carried.***

***Leigh Rankin made a motion to except pricing from Suburban for the Land Use filing system and the stand alone furnishings, seconded by Kelly Sterner. Passed. Motion carried.***

**New Business:**

- a. Suburban Site visit – ***see above***

**Approval of Invoices:**

Invoice received from NBS – for a change order

***Bruce Glowac made a motion to approve an invoice from NBS for \$40,665.00, seconded by Leigh Rankin. Passed. Motion Carried.***

Invoice received from Charles Brown for \$500.00 for the concrete foundation for the new Public Works building.

***Bruce Glowac made a motion to approve invoice for Charles Brown for \$500.00, seconded by Leigh Rankin. Passed. Motion Carried.***

Invoice received from WMC Consulting Engineers for the Walnut Street bridge work totaling \$32,419.32.

***Leigh Rankin made a motion to approve invoice for WMC in the amount of \$32,419.32 for progress payment, seconded by Kelly Sterner. Passed. Motion carried.***

***Leigh Rankin made a motion to approve the invoice for H.A. Latham for the Land Use office move totaling \$1,745.50, seconded by Kelly Sterner. Passed. Motion carried.***

Norman asked Darcy Roper (Building Department) to come the Building Committee meeting to assist with the permitting involved with the Land Use renovations as well as the Public Works building. Bruce asked her where we are currently. Darcy indicated that at this point, Kerry Berardinelli (Building Department) found the Inland Wetlands approval; however, Lisa Fasulo

(Health Department) has not yet approved the building. Lisa will need to make sure it is not being placed over or near the septic. Darcy indicated that Land Use department will need a copy of the site map that was produced by Bob Doane.

Darcy also indicated that the permits that remain needed will be a 100A, Zoning, and Building permits – Dave DeLeeuw, Building Official also needs two sets of site plans as well as Statement of Special Inspector. Darcy will submit the applications that will be required based on the information needed above.

Kelly indicated that in July the BOS will waive the permit fees on the new Public Works building and permit fees for the new walls.

Denise Von Dassel (who works with Gary) will clean up the plans she drew up and get them to Darcy to complete application process and also have the fees waived.

**Other business:** None

**Adjournment:**

Bruce Glowac adjourned the meeting at 11:30 a.m.

Respectfully submitted,

Yvonne Roziak